AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE			PAGE OF PAGES 1   2	
2. AMENDMENT/MODIFICATION	3. EFFECTIVE DATE		REQUISITION/PURCHASE REQ. NO. 5. PROJE		5. PROJEC	CT NO. (If applicable)	
NO. 0001	24	May 2017	006	7747	7206		
6. ISSUED BY	CODE	SA4705			BY (If other than Item	n 6) CO	DE
		G/ 117 0 0				,	
DLA DISTRIBUTION	<b>ED</b> 0						
OFFICE OF PROCUREMENT - 430 MIFFLIN AVENUE	EB2						
NEW CUMBERLAND PA 17070	-5004						
USA							
8. NAME AND ADDRESS OF CONTRA	CTOR (NO.,	street, city, county, Sta	ate, and ZIP)		9a. <b>AMENDMENT</b>		ATION NO.
				Х	SP33001	7R0004	
					9b. DATED (SEE I	TEM 11)	
					05/15/20	17	
					10a. Modification	of contract/	order no.
					10b. DATED (SEE	ITEM 13)	
	11. THIS	ITEM ONLY APPLIES	TO AMENDMEN	TS O	F SOLICITATIONS		
[ x ] The above numbered solicitation						receipt of C	Offers [ ] is extended, [ x
] is not extended Offers must acknow							
one of the following methods: (a) By							
of this amendment on each copy of tamendment numbers. FAILURE OF	ine offer su F YOUR AC	omittea; or(c) By sep CKNOWI FDGMFNT	arate letter or te	elegra <b>/FD</b>	am which includes AT THE PLACE D	a reference FSIGNATE	e to the solicitation and ED FOR THE RECEIPT
OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter							
makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.  12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13		APPLIES ONLY TO				RS,	
	II WODIF	IES THE CONTRACT/	ORDER NO. AS I	)E3(	KIBED IN HEW 14.		
A. THIS CHANGE ORDER IS ISS		UANT TO: (Specify aut	hority) THE CHAN	IGES	SET FORTH IN ITE	M 14 ARE M	IADE IN THE
CONTRACT ORDER NO. IN ITEM 10A.  B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying							
office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority):							
E. IMPORTANT: Contractor [ ] is not, [ ]	X 1 is require	d to sign this document	t and return 1 con	v to t	he issuing office		
14. DESCRIPTION OF AMENDMENT/M						ract subject r	matter where feasible.)
This amendment is hereby inc							
become a part of any resultant	-	-	-				
1					C		
1. Answers contractor submitt	ed auesti	ons. The attached	l Ouestions &	. Ar	nswers Docume	nt provid	es the questions
1. Answers contractor submitted questions. The attached Questions & Answers Document provides the questions submitted and the Governments answers as of 24 May 2017;							
		•	,				
2. To replace RFP Solicitation	n pages 3	9-59 with the atta	ached amende	ed v	ersion. Change	s to the so	olicitation are under
"List of Solicitation Attachments at page 39, and the section under FAR provision 52.212-1 "Instructions to Offerors".							
(Any amended section							
Except as provided herein, all terms and cond	ditions of the	locument referenced in Ite	em 9A or 10A, as h	eretof	ore changed, remains u	nchanged and	in full force and effect.
15A. NAME AND TITLE OF SIGNER (	Type or print		16A. <b>NAME OF</b>	CON	TRACTING OFFICE	R	
			Donna A. Kau	tz			
15B. NAME OF CONTRACTOR/OFFER	OR	15C. DATE			S OF AMERICA		16C. <b>DATE SIGNED</b>
ву		SIGNED	ву				
(Signature of person authorized	to sign)			ure c	of Contracting Officer,		
NSN 7540-01-152-8070						STANDARD I	FORM 30 (rev. 10-83)

	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
CONTINUATION SHEET		
CONTINUATION SHEET	SP330017R0004 Amendment 0001	2 of 2

NAME OF OFFERER OR CONTRACTOR

Item No.	Supplies/Services	Qty	Unit	Unit Price	Amount
1100	Amendment 0001 Attachments:				
	1.Q&As 5-24-17;				
	2. SOL RFP -17R0004 5-24-17 (pages 39-59);				
	End of Amendment 0001				

## SP3300-17-R-0004

## **QUESTIONS & ANSWERS DOCUMENT**

The following questions have been submitted from industry regarding solicitation SP3300-17-R-0004. Each question has been redacted to ensure anonymity. The Government response is provide in the far right-hand column for each question.

Question	RFP Pg.	RFP Para.	Government Response
1. What is the Current Monthly Price?	5.	7.	DLA Distribution does not disclose specific unit prices of CLINs. The current contract value of SP330013C0011 is \$15,135,487.64 for a base and 4 option years.
2. Is the current scope of work the same as was stated in the Pre-Solicitation?	C-7	C-1	The pre-solicitation (Draft) was for informational purposes as to whether or not a contractor would wish to attend the pre-proposal conference. The final scope of work is stated in the official solicitation PWS and its attachments, posted to FBO as of May 15, 2017. Contractor's should reference the document from 5/15/17 for the most recent scope of work.
3. For the Technical Proposal (limited to 50 pages), on page 55, 56, it is required that we submit the PWS Attachment 5 and PWS Attachment 6 in the Technical. Do these two attachments count towards the 50-page limit?	50	DLAD Procurem ent Notes	They do.
4. For the CD of the Technical Proposal, may we submit the entire Technical Proposal - Volume II including the excel PWS Attachment 5 and 6 in PDF format, so all documents are can be combined in one single file which would be easier for review.	51	8.	Yes, a PDF version of each Excel should be inserted into the full volume II technical proposal at the appropriate section, they do count in the 50 page limit. In the CD submission, Offerors shall include the separate Excel file version as well; these Excel documents do not count toward the 50 pages.

Question	RFP Pg.	RFP Para.	Government Response
5. For the CD Format of the Technical Proposal, do we need to submit PWS Attachment 5 and 6 in separate Excel Sheets or can we submit them in the same file of the technical as PDF format?	51	8.	See response to question 4 above. Please include the separate Excel file version as well. These Excel documents do not count toward the 50 pages.
6. For the Technical Proposal (limit to 50 pages), will proposal cover and tab dividers count toward the 50 page limit?	50	2	No.
7. For the Technical Proposal (limit to 50 pages), will the QC sample report, certification, manual, brochure, flyers, etc be included in the Appendix or will it be counted toward the page limit?	49	1	The QC Sample and ISSA-CIMS certification do count toward the 50-page limit. The solicitation does not specifically call for manuals, brochures or flyers, but if an offeror chooses to include any, along with any descriptive literature (Volume II, page 55), this counts toward the 50-page limit.
8. On page 50 under item 3, it stated "Any cross-reference matrix table is not part of the page limitation". Would you please clarify further of what is cross-reference matrix table? Please provide example?	50	3	If an offeror does not wish to list the same information multiple times within one proposal volume, they may choose to reference the section of that volume where information was first mentioned. If there are several of these cross references, the information and where it is located can be organized into a matrix or table. This document does not count toward the 50-page limit.
9. For volume 3 – Past Performance, on page 58, it is required that contractor submit a total of max 5 relevant contracts. Can we submit less than 5 contracts? What would be the minimum of references that we can provide?	58	Vol. 3	The solicitation indicates that the Government recommends including 5 previous contracts, however there is no required or stated minimum if offerors possess less than 5. Offerors are encouraged not to exceed submission of 5 contracts as well.

Question	DED Da	DED Doro	Covernment Persons
Question	RFP Pg.	RFP Para.	Government Response
10. For volume 1 – Solicitation, Offer and Award Documents & Price Proposal, for the CD, can we submit everything including the Excel Solicitation in Attachment 4 as a PDF, or do we need to submit the proposal as a PDF and then the Excel separately?	51	Vol. 1	For volume I, all of the proposal data, except for attachment 4, may be in PDF format. For attachment 4, refer to note at top of solicitation page 52: ALL TABLES IN SOLICITATION ATTACHMENT 4 - OTHER THAN CERTIFIED COST AND PRICING DATA FOR RECURRING JANITORIAL SERVICES, MUST BE COMPLETED IN MICROSOFT EXCEL FORMAT. This file must be presented (proposed) in an Excel file format, not PDF.
11. In the Pre-Solicitation Attachment #2 was listed as Drawings of the Facility. Are they Still available for viewing?	1	Pre- Solicitation Attach. 2	PWS Attachment 2 – Sites Maps, is available on the FBO website at <a href="https://www.fbo.gov">www.fbo.gov</a> under restricted access. Offerors must request access through the FBO website, and await an access decision to be made by the contracting office.
12. Will a Prime Contractor be viewed negatively if they were unable to attend the pre-proposal conference?	N/A	N/A	No. Attendance was not mandatory. Proposals will be evaluated in accordance with the criteria established in the solicitation at Provision 52.212-2 – Evaluation Factors for Award.
13. Regarding Attachment 4 – Other than Cost & Pricing Data for Recurring Janitorial Services – Does the burdened labor rate include any program management costs that would be spread across all areas? There is no way to insert a row to add these costs since the spreadsheet is protected	51	Volume I – Pricing Data	The burdened labor rate shall be calculated by offerors, to include any appropriate cost that the offerors deem allocable. For inserting rows/columns if necessary, please refer to the response to question 14.

Question	RFP Pg.	RFP Para.	Government Response
14. Is it possible for the government	49 & 50	Proposal	To unprotect Excel Worksheets:
to post an Attachment 4 as an	Proposal	Preparation	Offerors are instructed to go to the "Review" tab in Excel, click on
unprotected document?	Organizatio n Table	Requirements	"Unprotect Sheet" and type in "mike". This will unlock all worksheets that require unlocking. Offerors are cautioned not to delete any existing data within the worksheets so as to negate the document's ability to be properly evaluated.
15. In order to apply for this bid do you have to be a competitive 8(A) company?	n/a	n/a	Offeror's attention is directed to the statement on page 2 of the solicitation, SF1449: THIS REQUIREMENT IS RESERVED FOR QUALIFIED PARTICIPANTS UNDER THE 8(A) PROGRAM. Offerors are also directed to solicitation clause: DFARS 252.219-7010, Notification of Competition Limited to Eligible 8(a) Concerns—Partnership Agreement (Mar 2016).
16. In the Attachment 4 workbook	Attach 4-	N/A	Please see response to question 14.
most of the buttons on the tool bar	Other than		
have been locked or protected. This	Cert. C&P		
makes it difficult to enter data in the	Data		
workbook.	Recurring		
Can the workbook be re issued with	janitorial		
the lock or protection removed from	Services, all		
the tool bar buttons?	worksheets		
	in this		
	workbook		
17. RFP page 52 instructs us to enter	RFP Page	Paragraph a,	Please see response to question 14.
percentages for G&A and Fee in	52 and 53	b, c, d, and e.	
Tables 1, 2, 3, 4, and 5of Attachment		which	
4. These cells are protected and we		provides	
cannot enter the Percentages. Can		instructions	
the cells be unlocked?		for completing	
		Tables 1,2, 3,	
		4, and 5 in	
		Attachment 4	

Question	RFP Pg.	RFP Para.	Government Response
18. Attachment 6 only allows 12	Attachmen	N/A	Please see response to question 14.
rows to list proposed equipment.	t 6		
This is not enough to list all needed	proposed		
equipment. The worksheet is locked	equipment		
and we cannot add additional rows.	List		
Can it be unlocked?			